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Canada. Manpower and immigration
dept. Occupational analysis unit
[General publications]
[G-1] Bibliography of
career information publications

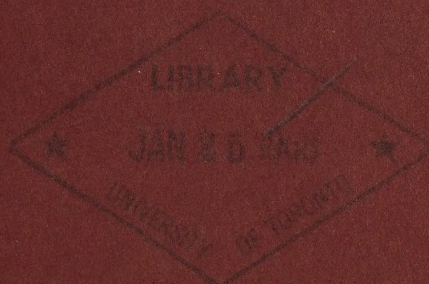
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BIBLIOGRAPHY OF

Career Information Publications

Federal government departments and agencies



OCCUPATIONAL RESEARCH SECTION
RESEARCH BRANCH
DEPARTMENT OF MANPOWER AND IMMIGRATION
1966

HOW TO ORDER

Publications for which there is a charge and a catalogue number, e.g. L2-2002: 25 cents, must be ordered from the Queen's Printer, Ottawa, or from one of the Canadian Government bookshops.

The catalogue number must be included in the order together with a money order to cover the cost of the publication, payable to the Receiver General of Canada.

Other titles for which there is no catalogue number or price should be obtained from the issuing department or agency. Free distribution depends on the availability of stock and is at the discretion of the department.

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General publications

66-13

BIBLIOGRAPHY OF CAREER INFORMATION PUBLICATIONS

1966

A selected listing of materials available from
federal government departments and agencies.

Canada


Occupational Analysis Unit
OCCUPATIONAL RESEARCH SECTION
DEPARTMENT OF MANPOWER AND IMMIGRATION

ROGER DUHAMEL, F.R.S.C.
QUEEN'S PRINTER AND CONTROLLER OF STATIONERY
OTTAWA, 1966

Cat. No.: MP33-166

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INTRODUCTION

The following list of titles is representative of published information issued by federal government departments and agencies. A limited number of copies of this bibliography are available from the Occupational Analysis Unit, Department of Manpower and Immigration.

An annual publication, *Canadian Government Publications Catalogue* (Price: \$1.30), issued by the Queen's Printer, provides additional titles on a wider range of subjects. It should be used in conjunction with the *Monthly Catalogue* and *Daily Check List* for titles of new releases.

Copies of all government publications are available in repository libraries in centres across Canada and selected material and catalogues are available in many public, university and school libraries. These sources of information should be investigated when the publication is expensive, out of print or when a back copy of an annual publication is required.

October 1, 1966

DEPARTMENT OF AGRICULTURE

Publications available, free of charge, from the Information Services,
Department of Agriculture, Ottawa:

Cat. No.

Starting Farming in Canada

Directed to those interested in farming in Canada or in moving from one region to another. Prepared by S.W. Garland of the Economics Branch. 1965. 40 p.

—

Careers in Agriculture

Material directed to high school students who may not be aware of the range of careers and jobs open to graduates in agriculture. Prepared by the Agricultural Institute of Canada. 25 p.

—

CANADIAN BROADCASTING CORPORATION

Publications available, free of charge, from the Canadian Broadcasting Corporation, National Head Office, P.O. Box 806, Station "B", Ottawa 4, or from Regional Offices:

Cat. No.

Careers in the CBC

Brief outline of career opportunities in various branches of radio and television. 12 p.

—

Career Opportunities in the Canadian Broadcasting Corporation

Brief job descriptions and minimum education requirements. 1960. 15 p.

—

CIVIL SERVICE COMMISSION

Career opportunities in departments of the Government of Canada, together with qualifications required and working conditions, are outlined in the following booklets. These are available, free of charge, from Regional Civil Service Commission offices and from the Ottawa office:

- | | Cat. No. |
|--|-----------------|
| <i>Careers for University Graduates as Junior Executive Officers and Foreign Service Officers</i> | SC2-4/1966-2 |
| <p>Special reference made to departments which require applicants who have particular qualifications. 1965. 27 p.</p> | |
| <i>Careers for University Graduates in Business Administration, Commerce, Economics and Finance</i> | SC2-4/1966-8 |
| <p>As taxation officers, audit assistants, treasury auditors and Dominion customs appraisers. 1965. 7 p.</p> | |
| <i>Careers for Graduates in Engineering</i> | SC2-4/1966-3 |
| <p>As civil, electrical and mechanical engineers. 1965. 12 p.</p> | |
| <i>Careers for University Graduates in Law</i> | SC2-4/1966-4 |
| <p>As advisory and tax counsellors, solicitors and combines investigation officers. 1965. 3 p.</p> | |
| <i>Careers for Bachelor Graduates in Bio-Sciences</i> | SC2-4/1966-1 |
| <p>As agricultural officers, bacteriologists, chemists, fishery biologists, fish quality specialists, food and drug officers, pharmacists, forestry officers, feed microscopists, naturalists and wildlife biologists. 1965. 28 p.</p> | |
| <i>Careers for Bachelor Graduates in Physical Sciences</i> | SC2-4/7 |
| <p>In marine, atmospheric (including meteorologists) and earth sciences, metals and mineral research, analytical and research chemistry, and export-trade promotion. 1965. 22 p.</p> | |

Careers for University Graduates in Library Science

SC2-4/1966-4

As trained librarians in the National Library and libraries of government departments. 1965. 4 p.

Careers for University Graduates in Medical Sciences, Dietetics and Social Work

—

As medical officers, dental officers, nurses, occupational therapists, physiotherapists, social workers, nutritionists, dietitians and home economists in laboratories, clinics, hospitals and other facilities of government. 1965. 8 p.

A Job for You with the Government of Canada

SC3-2064E

Office careers (including office equipment operators), technical positions (including draftsmen and technicians in science and engineering), workers in The Mint and Post Office, and customs excise officers. 1964. 32 p.

The following 4-page leaflets are a question and answer series on aspects of federal employment:

Citizenship and Residence Requirements

SC3-1565

Service Conditions and Benefits

SC3-1965

Veterans' Preference

SC3-2164

Steps to Appointment

SC3-1865

DOMINION BUREAU OF STATISTICS

The Dominion Bureau of Statistics is a centralized national organization which collects, compiles and publishes data relating to a wide range of economic and social activities and conditions.

The following is a selected list of titles from the *Canadian Government Publications Catalogue, Bureau of Statistics, 1964*. Orders may be sent either to the Dominion Bureau of Statistics, Ottawa, or to the Queen's Printer, Ottawa.

A number of these publications, and in particular the *Canada Year Book* and the *Census of Canada, 1961*, may be available in public and school libraries:

	Cat. No.
<i>Canadian Government Publications Catalogue, Dominion Bureau of Statistics</i>	—
1964. 288 p. Price: \$1.00.	
<i>The Organization and Administration of Public Schools in Canada</i>	81-510
Legal and administrative framework of provincial education systems, and federal activities in education. 1966. Price: \$2.00.	
<i>Survey of Education Finance, 1962</i>	81-208
Financial statistics — academic, vocational and adult education. 51 p. Price: 75 cents.	
<i>Student Progress through the Schools by Age and Grade, 1965</i>	81-530
Retention and withdrawal through school and university for Canada and the provinces. Price: 75 cents.	
<i>A Graphic Presentation of Canadian Education</i>	81-515
Contains 20 full-page charts and accompanying text. 1961. Price: 75 cents.	
<i>Canadian Education through Correspondence, 1959-60</i>	81-516
Lists provincial, federal, university and college courses. Also, courses from private trade and business schools. 30 p. Price: 50 cents.	

- Preliminary Statistics of Education, 1964-65*** 81-201
Enrolments, teaching staffs, salaries, education finance. Price: 75 cents.
- A Bibliographical Guide to Canadian Education*** 81-523
Selected bibliography and discussion of educational documentation in Canada. 1964. 55 p. Price: 75 cents.
- Education Planning and the Expanding Economy*** 81-524
Introduction to planning in education and the state of education planning, 1963-64. 72 p. Price: \$1.00.
- Survey of Elementary and Secondary Education, 1962-63*** 81-210
Data on schools, teachers and pupils, public and private schools. Price: \$1.50.
- Salaries and Qualifications of Teachers in Public Elementary and Secondary Schools, 1964-65*** 81-202
Classifies teachers by salary, certificate and experience for city, town and rural schools. 88 p. Price: \$1.00.
- Statistics of Special Education for Exceptional Children, 1953-54*** 81-507
72 p. Price: \$1.00.
- Canadian Universities, Income and Expenditures, 1963-64*** 81-212
35 p. Price: 50 cents.
- Salaries and Qualifications of Teachers in Universities and Colleges, 1964-65*** 81-203
Price: 75 cents.
- University Teachers' Salaries, 1937-1960*** 81-203
Historic data, by rank and region, for 17 institutions. Price: 75 cents.
- Awards for Graduate Study and Research, 1961*** 81-406
Lists awards from Canadian and other organizations, values and conditions. 300 p. Price: \$2.00.

<i>University Student Expenditures and Income in Canada, 1961-62</i>	81-519
<i>Part I – Non-Canadian Students</i>	81-519
Price: 75 cents.	
<i>Part II – Canadian Undergraduate Students</i>	81-520
Price: 75 cents.	
<i>Part III – Canadian Graduate Students</i>	81-521
Price: 75 cents.	
 <i>Canadian Institutions of Higher Education, 1960-61</i>	81-517
Names, addresses, courses offered and general information on admission and fees. Price: \$1.00.	
 <i>Survey of Higher Education, 1963-64 and 1964-65, Part I – Fall Enrolment in Universities and Colleges</i>	81-204
Full-time, part-time, and correspondence course enrolment by faculty, institution, province and sex. 95 p. Price: \$1.00.	
 <i>Survey of Higher Education, 1962-63, Part II – Degrees, Staff and Summary</i>	81-211
59 p. Price: 75 cents.	
 <i>Survey of Adult Education, 1962-63</i>	81-207
Activities of government departments, universities and colleges, public libraries and business colleges. 51 p. Price: 75 cents.	
 <i>Survey of Libraries</i>	
<i>Part I – Public Libraries, 1963</i>	81-205
55 p. Price: 75 cents.	
<i>Part II – Academic Libraries, 1962-63</i>	81-206
Larger university and school libraries and of library school graduates of 1963. 53 p. Price: 75 cents.	
<i>Part III – Library Education, 1960-65</i>	81-532
Schools, graduates, employment and median salaries. 19 p. Price: 50 cents.	

- University and College Libraries, 1964-65 (Preliminary Release)*** 81-218
 Price: 25 cents.
- Museums and Art Galleries, 1964*** 81-529
 Number and type, staff, expenditures and services. 63 p. Price: 75 cents.
- Participants in Further Education in Canada, 1959-60*** 81-522
 Report of sample survey of persons 14 years and over who took part-time courses in 1959-60. Price: 75 cents.
- Survey of Vocational Education and Training, 1961-62 and 1962-63*** 81-209
 Data on publicly and privately sponsored trade and technical courses, including apprenticeship and other forms of training in industry. Price: 75 cents.
- Degrees Held by Canadian University Teachers, 1963-64, Part I - Distribution by Rank, Faculty and Field*** 81-527
 41 p. Price: 75 cents.
- Organized In-Service Training in Four Major Industries, 1963*** 81-525
 Survey of skilled tradesmen, supervisors, technicians and apprentices in manufacturing, public utilities, mining, transportation and communication. 43 p. Price: 75 cents.
- Student Progress through the Schools by Age and Grade, 1965*** 81-530
 Retention and withdrawal through school and university for Canada and the provinces. 55 p. Price: 75 cents.
- Statistics of Private Trade Schools, 1962-63*** 81-214
 Schools, teaching staff and enrolment. 4 p. Price: 25 cents.

Enrolment and Staff in Schools for the Blind and Deaf, 1965-66 81-217

8 p. Price: 25 cents.

Statistics of Private Elementary and Secondary Schools, 1964-65 81-215

7 p. Price: 25 cents.

Canada, 1965-66 CS11-203/1965

The annual Canada Handbook, with text, statistics and illustrations, seeks to portray the economic, social and cultural development of the Canadian nation. 312 p. Price: \$1.30.

Canada Year Book, 1965 CS11-205

Annual publication of official statistical and other information on Canada's development. Special feature articles appear in each edition. Articles in the current issue include "Federal Government Surveying and Mapping", "Astronomy in Canada", and "Use of the English and French Languages in Canada". 1,200 p. Price: \$3.00 (Paper-bound).

Census of Canada, 1961, Dominion Bureau of Statistics

Each volume consists of 10 - 15 reports which can be purchased separately.

Volume I Part 1 - Population: Geographical Distribution

Part 2 - Population: General Characteristics

Part 3 - Population: Cross-Classification of Characteristics

Volume II Part 1 - Households and Families

Part 2 - Housing Characteristics

Volume III Part 1 - Labour Force: Occupations

Part 2 - Labour Force: Industries

Part 3 - Wage-Earners: Earnings and Employment

Volume IV Population Sample: Migration, Fertility, Income

Volume V Census of Agriculture

Volume VI Part 1 – Census of Merchandising:
Retail Trade

Part 2 – Census of Merchandising:
Wholesale Trade, Services

Volume VII General Summary and Review

***Occupational Classification Manual, Census of
Canada, 1961***

12-506

Manual, primarily for use in the Census of Canada, 1961, indicates the changes that have occurred in the occupational structure. Contains 16,000 occupational terms classified under 274 classes and 13 major groups, depending on the kind of work done. 467 p. Price: \$4.50.

DEPARTMENT OF ENERGY, MINES AND RESOURCES

Introduces the work of the Department and indicates employment opportunities. Booklets are available, free of charge, from the Director of Personnel and Organization, Department of Energy, Mines and Resources, 588 Booth Street, Ottawa:

Cat. No.

***You and the Department of Mines and Technical
Surveys***

—

An introduction to the work of the various units making up one of the largest and most diversified research organizations. 1964. 17 p.

Maps, Basic Tools for National Growth

—

The importance of charts, maps and technical surveys in the development of Canada and the activities of the Department in this field. 1965. 30 p.

DEPARTMENT OF LABOUR

Reports, and papers, the result of surveys and studies of the labour force, its characteristics and future growth. Unpriced booklets are available from the Inquiries Section, Economics and Research Branch or from the Women's Bureau, Department of Labour, Ottawa:

Cat. No.

INFORMATION AND LABOUR GAZETTE BRANCH

Labour Gazette

—

Official journal of the Department of Labour carries articles of current interest. Regular features include collective bargaining, wages, hours and working conditions, unemployment insurance, labour legislation, current employment, and Canada Labour Relations Board proceeding. Monthly, Price: \$3.00 (Canada).

ECONOMICS AND RESEARCH BRANCH

Wage Rates, Salaries and Hours of Labour

62-546

Result of the 1965 survey of selected occupations in 90 industries and 50 communities in Canada. 1964. Annual, 400 p. Price: \$2.00.

Working Conditions in Canadian Industry

L2-15/1964

Information on working conditions for Canada, the provinces and industry groups, office and non-office workers. 1964. Annual, 210 p. Price: 50 cents.

Labour Organizations in Canada

L2-2/1965

Statistical data on union membership, a directory of labour organizations, and names of principal officers and labour publications. 1965. Annual, 100 p. Price: 50 cents.

Collective Agreement Provisions in Major Manufacturing Establishments

62-22/5

Review of collective agreements — union security, seniority, hours of work, special provisions for women, grievances and arbitration. 1964. 61 p. Price: 35 cents.

The Study of Collective Agreements in Canada

Series of five papers based on analysis and research in recent years, by Felix Quinet, Economics and Research Branch. 1965. 67 p.

A Chart Book – Manpower Trends in Canada

L42-1265

Highlights major changes taking place in the occupational and industrial structure of the labour force. 1965. 40 p. Price: \$1.00.

Starting Salaries in Engineering and Science, 1962-64

PM/7

Incorporates the salary findings from three annual surveys of final-year undergraduates. 8 p.

A Second Survey of Electronic Data Processing in Canada, 1962

L2-23/9C

A survey in 1962 of digital computer installations – types of computers, sort and size of organizations using computers, different kinds of work being done, and E.D.P. manpower. 83 p. Price: 35 cents.

Transition from School to Work

L2-23/10

Research project in which the authors, Professor Oswald Hall, University of Toronto, and Professor Bruce McFarlane, Carleton University, Ottawa, explore the relationships between the educational system and occupational experience. 1963. 89 p. Price: 35 cents

Occupational Trends in Canada, 1931 to 1961

L2-23/11

Comparable data on changes in occupational structure of the labour force for the two periods, 1931 to 1961 and 1951 to 1961. 64 p. Price: 35 cents.

Working and Living Conditions in Canada

L2-914

Basic information for potential immigrants – living standards, social security and insurance services. 1965. 96 p. Price: 35 cents.

- Impact and Implications of Office Automation*** L2-26/1
 A study by Dr. J.C. McDonald, of the Economics and Research Branch. 1964. 35 p. Price: 50 cents.
- Changes in the Occupational Composition of the Canadian Labour Force, 1931-1961*** L2-26/2
 A study, by Dr. Noah M. Meltz, to answer three questions: significant patterns of changes in occupational composition, economic factors responsible for changes, and implications of this analysis for techniques of projecting manpower requirements. 136 p. Price: \$2.00.
- Wage Determination in Canada*** L2-26/3
 A study, by Dr. George Saunders of the Economics and Research Branch, to describe the economic, institutional and political factors in the wage determination process in Canada and to assess the influence of the factors on recent wage, cost and price developments. 1965. 44 p. Price 50 cents.
- Studies in the Economics of Education*** L2-26/4
 Investigation, by Professor Bruce W. Wilkinson, University of Saskatchewan, into the growth of educational enrolment and expenditures during the past two decades. 1966. 148 p. Price: \$2.50.
- Canada Labour (Standards) Code*** L34-1665
 A concise summary of its provisions. 1965. 27 p.
- The Manpower Consultative Service*** L86-165
 Established to help management and labour with problems of manpower adjustment due to technological and economic change. 1965. 12 p.
- The Impact of Economic and Technological Change on Various Aspects of Employment and Manpower, 1961*** —
 A speech delivered by Dr. Gil Schonning, at the Founding Conference of the Canadian Guidance and Counselling Association, Niagara Falls, Ont. October 14-16, 1965. 61 p.

LEGISLATION BRANCH

Labour Standards in Canada

L2-7/1965

Concerning child labour, holidays, hours of work, minimum wages, weekly rest-day, and workmen's compensation. Annual, 1965. 73 p. Price: 50 cents.

Workmen's Compensation in Canada – A Comparison of Provincial Laws

L2-6/1963

1963. 41 p. Price: 35 cents.

Changes in Provincial Workmen's Compensation Laws, 1965

—

Reprint from November, 1965 issue of the Labour Gazette. 7 p.

Labour Legislation of the Past Decade

L14-2063

Review of developments during the 1951-1960 period. 87 p. Price: 55 cents.

WOMEN'S BUREAU

Women at Work in Canada

L38-664

A fact book on the female labour force. 1964. 108 p. Price: 60 cents.

Married Women Working for Pay in Eight Canadian Cities

L38-258

1958. 80 p. Price: 35 cents.

Occupational Histories of Married Women Working for Pay in Eight Canadian Cities

L38-1060

Companion report to above title. 1959. 74 p. Price: 35 cents.

Equal Pay for Equal Work

L38-859

The growth of the idea in Canada. 1959. 28 p. Price: 35 cents.

A New Career After 30

L38-1460

Experience of women who had taken training in social work at thirty years of age or over. 1960. 34 p. Price: 35 cents.

A Niche of Usefulness

L38-1561

How handicapped women may learn to help themselves through vocational rehabilitation services. 1961. 53 p. Price: 35 cents.

Vocational and Technical Training for Girls in Canada

L38-1665

At high school, post high school and trade school levels. 1965. 96 p. Price: 75 cents.

If I go to University

L38-2266

Describes factors to be considered in career decisions. 1966. 36 p. Price: 25 cents.

Fields of Work for Women – Physical Sciences, Earth Sciences, Mathematics

—

Indicates the two levels: the scientist who undertakes research or teaching and the technician or assistant who works with the scientist. 1964. 41 p. Price: 25 cents.

Job Training for the Mature Woman Entering or Re-Entering the Labour Force

—

Describes occupations for mature women. 1964. 44 p.

Implications of Traditional Divisions Between Men's Work and Women's Work in our Society

—

Conference held under auspices of the Women's Bureau. 1964. 46 p.

Changing Patterns in Women's Employment, 1966

—

Conference held under auspices of the Women's Bureau. 1966.

Facts and Figures about Women in the Labour Force —

Based on data obtained by the Dominion Bureau of Statistics from a monthly sample survey of 30,000 households. 1965. 15 p.

Women's Bureau Bulletin Series

Opportunities for Continuing Education – A second Chance for Women, 1963 —

Continuing Education for Women II —

A supplement to the above title. 1965. 17 p.

Opportunities for Women in the Biological Sciences, 1963 —

The Personnel Supervisor of a Large Insurance Company Speaks to Girls —

Speech by Frances L. Wright at a careers conference at McGill University. 1964.

DEPARTMENT OF MANPOWER AND IMMIGRATION

CANADA IMMIGRATION DIVISION

Brief outlines of provincial regulations governing the practice of occupations, which were prepared specifically for the counselling of prospective immigrants who obtained their training outside Canada. Copies are available, free of charge, from the Information Branch of the Canada Immigration Division and from their overseas officers:

	Cat. No.
<i>Basic Requirements for the Practice of Accounting in Canada (Accountants)</i>	—
<i>Basic Requirements for the Practice of Agrology in Canada (Agriculturists)</i>	—
<i>Basic Requirements for the Practice of Dentistry in Canada</i>	—
<i>Requirements for the Architectural Profession in Canada</i>	—
<i>Basic Information for Professionally Trained Foresters (Silviculturist)</i>	—
<i>Basic Requirements for the Practice of Medicine in Canada (Doctors)</i>	—
<i>Basic Requirements for the Practice of Professional Engineering in Canada (Engineers)</i>	—
<i>Basic Requirements for the Practice of Land Surveying in Canada (Land Surveyor)</i>	—
<i>Basic Requirements for the Practice of Law in Canada (Lawyers)</i>	—
<i>Requirements for the Practice of Librarianship in Canada</i>	—
<i>Requirements for the Nursing Profession in Canada (Professional Nurses)</i>	—
<i>Basic Requirements for the Practice of Social Work in Canada (Social Workers)</i>	—
<i>Requirements for the Practice of Optometry in Canada</i>	—
<i>Requirements for the Practice of Osteopathy in Canada</i>	—

<i>Requirements of the Pharmaceutical Profession in Canada</i>	—
<i>Requirements for the Practice of Physiotherapy in Canada</i>	—
<i>Requirements for the Practice of Teaching in Canada</i>	—
<i>Requirements for the Practice of Psychology in Canada (Psychologist)</i>	—
<i>Requirements for the Practice of Veterinary Medicine in Canada</i>	—
<i>Requirements for the Practice of Podiatry in Canada</i>	—
<i>Requirements for the Practice of Occupational Therapy in Canada</i>	—
<i>Requirements for the Practice of Chiropractics in Canada</i>	—
<i>Basic Requirements for the Practice of Dietetics in Canada (Dietitians)</i>	—
<i>Licensing Requirements for Opticians in Canada</i>	—
<i>Medical Laboratory Technologists (Research Laboratory Technicians)</i>	—
<i>Dental Technicians</i>	—

CANADA MANPOWER DIVISION

Booklets primarily for the use of Canada Manpower Division officers in conducting interviews with employers and workers but are available to the general public. May be obtained, free of charge, at the 198 local offices across Canada and from the Canada Manpower Division, Department of Manpower and Immigration, Ottawa:

NES Geared to Canada's Employment Needs

Cat. No.

LU2-1763

How NES goes about its job of helping to ensure maximum use of the nation's assets. 1963.
32 p.

- NES Covers Canada** LU2-1464
 Resume of NES assistance to employers and employees. 1964. 5 p.
- NES Helps the Personnel Manager** LU2-2562
 Services offered to industry when hiring new employees. 1962. 7 p.
- This is not the Way to Find Your Future Job** LUZ-2462
 Services to youth in preparing for their future. 1962. 5 p.
- Your Interview for a Job** LU2-2964
 To help the job applicant create a favourable impression during an interview. 1964. 5 p.
- The Nursing Profession in Canada** LU2-1063
 Outline of requirements governing the practice of nursing and employment conditions. 1963. 5 p.
- How Old is Old?** LU2-1565
 Present arguments in favour of the employment value of the older worker. 1965. 19 p.
- Supply and Demand University Graduates, 1965-66** LU2-2/1965
 Of interest to university, college and high school students, guidance teachers and prospective employers. Annual, 59 p.
- Supply and Demand Technological Institute Graduates, 1965-66** L2-27/1966
 Primarily for the use of high school and technological institute students, guidance teachers and prospective employers. 30 p.

OCCUPATIONAL RESEARCH SECTION

The Canadian Occupations Series of monographs, briefs and filmstrips are prepared as a service to young people, educators, provincial government officials, and to others seeking occupational information. Related occupational groups or single occupations are treated under the general subjects of history and importance, nature of the work, working conditions, preparation and training and employment outlook:

Monographs

Should be ordered from the Queen's Printer.

Cat. No.

Metal Working Occupations

L43-864

Groups of workers who make or shape metal are treated under field of work: forging, welding, foundries, machining, sheet metal working and iron and steel making. 1964. 75 p. Price: 25 cents.

Printing Trades

L43-964

Occupations in type setting, plate making, lithography, press work and book binding. 1964. 44 p. Price: 25 cents.

Mechanical Repair Occupations

L43-1065

Repair and maintenance services – automotive, aeronautical, heavy duty (diesel), marine engineering, power engineering, industrial machinery, and trade and business equipment. 1965. 120 p. Price: 25 cents.

Mining Occupations

L43-1463

Workers engaged in the exploration and recovery of coal, metals, minerals and petroleum. 1963. 48 p. Price: 25 cents.

Electrical and Electronic Occupations

L43-1662

Electrical and electronic workers, radio and television servicemen, power generation and distribution workers, and telecommunications workers. 1962. 96 p. Price: 25 cents.

- Careers in Engineering** L43-2065
Civil, electrical, mechanical, mining, metallurgical and engineering physics. 1965. 50 p. Price: 25 cents.
- Careers in Natural Science** L43-2161
Physics, chemistry, geology, mathematics, biology, agricultural science and forestry. 1961. 74 p. Price: 25 cents.
- Careers in Drafting** L43-3763
Engineering, architectural and mapping. 1962. 36 p. Price: 25 cents.
- Careers in Construction** L43-4164
Architects, civil engineers, land surveyors, building trade craftsmen, structural steel workers, and power equipment operators. 1964. 90 p. Price: 25 cents.
- Office Occupations** L43-4663
Secretarial, accounting, public contact, record keeping, data processing and machine operations. 1963. 62 p. Price: 25 cents.
- Careers in Library Service** L43-4762
Librarians and supportive workers. 1962. 35 p. Price: 25 cents.
- Technicians in Science and Engineering** L43-4863
In research, inspection, installation, sales and service, production planning, design and development, teaching and instruction, operation and maintenance. 1963. 80 p. Price: 25 cents.
- Looking Ahead to the World of Work** L43-165
For young people in the upper elementary and junior high school grades — the stage in life when career planning begins to take on significance. 1965. 51 p. Price: 25 cents.

Briefs

Bulk quantities of each 4-page Brief are supplied to provincial directors of guidance from whom school counsellors, librarians and educators should obtain their supplies. Single copies may be available from the Occupational Analysis Unit, Department of Manpower and Immigration, Ottawa:

Physiotherapists

Veterinarians

Physicians and Surgeons

Nurses

Accountants

Dentists

Social Workers

Optometrists

Stationary Engineers

Filmstrips

Filmstrips may be purchased from the National Film Board, Box 6100, Montreal. Price in Canada: \$4.00 for colour; \$2.00 for black and white.

In colour:

Careers in Engineering

Careers in Natural Science

Medical Laboratory Technologist

Teacher

Office Occupations

**Electrical and Electronic
Occupations**

Careers in Library Service

Electronic Computer Occupations

Careers in Home Economics

In black and white:

Printing Trades

Mining Occupations

Draftsman

Careers in Construction

Machine Shop Occupations

Sheet-Metal Worker

Careers in Meteorology

TECHNICAL AND VOCATIONAL TRAINING BRANCH

Requests for which there is no charge should be directed to Training Information Services of this Branch:

Cat. No.

The Examiner's Handbook

L32-2965

A reference work for those who are setting achievement tests and examinations which are designed to identify various levels of competency and performance. 1965. 94 p. Price: 50 cents.

Canadian Technical and Vocational Correspondence Courses

L32-264

Information on technical and vocational correspondence courses available from provincial government agencies. 1964. 44 p.

Apprenticeship in Manufacturing

L2-1803

Provides employers of skilled labour with a guide that might be used when establishing formal apprenticeship programs. 1960. 35 p. Price: 25 cents.

Counselling and Guidance

—

For teachers — a report of the present status of vocational counselling in Canada. 1965. 50 p.

Technical and Vocational Education in Canada

—

A quarterly journal that is distributed, free of charge, to educators and senior industrialists who are involved in training programs, and to libraries.

Information Sheets

Curriculum material — describes the essential elements of a trade including tools, techniques, principles.

18-1 Plumbing Price: 90 cents per set.

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18-2 Steam Fitting Price: 90 cents per set.

—

Trade Analyses

Designed for the use of educators as a basis upon which a curriculum may be built and a training program developed.

Carpentry Trade	Price: 50 cents	L39-161
Cooking Trade (Commercial)	Price: 50 cents	L49-1463
Heavy Duty Repair Trade	Price: 50 cents	L39-1163
Machinist's Trade	Price: \$1.00	L39-362
Motor Vehicle Repair Trade (Body Division)	Price: 50 cents	L39-858
Motor Vehicle Repair (Mechanical)	Price: \$1.50	L39-658
Painting and Decorating Trade	Price: 50 cents	L39-1063
Plastering Trade	Price: 50 cents	L39-461
Refrigeration and Air Conditioning	Price: 75 cents	L39-1763
Sheet Metal Trade	Price: 50 cents	L39-758
Toolmaking Trade	Price: 50 cents	L39-1563
Welding (Gas and Arc)	Price: 50 cents	L39-1263
Lineman Trade (Electrical Power Utilities)	Price: 50 cents	L39-1862
Residential Oil Burner Installation and Servicing	Price: 50 cents	L39-1962
Industrial Mechanical Trade (Millwright)	Price: \$3.00	L39-2064
Industrial Electrical Trade	Price: \$3.00	L39-2164
Industrial Instrumentation Trade	Price: \$3.00	L39-2365
Warm Air Heating and Air Conditioning Installation and Servicing	Price: \$1.00	L39-2264
Domestic Appliance Installation and Servicing	Price: \$1.25	L39-2465
Warm Air Heating and Air Conditioning Technology	Price: \$1.25	L39-2566

DEPARTMENT OF NATIONAL DEFENCE

Literature, containing information on careers, training and living conditions in the Armed Forces, is available, free of charge, from any Canadian Forces Recruiting Centre located in selected cities across Canada.

Cat. No.

Canadian Services Colleges

—

Describes life and training at Canadian Services Colleges, under the Regular Officer Training Plan. 20 p.

Canadian Forces Medical Undergraduate 45 Month Subsidization Plan

—

Outlines details of the Plan, eligibility, and advantages of medical practice in the Canadian Forces Medical Service. 8 p.

Tomorrow's Leaders Train Today in the Canadian Forces

—

Officer training plan available to men between the ages of 17 and 24 with Junior Matriculation — air, land and sea training. 6 p.

Education for Leadership — ROTP

—

How and where young men interested in the Regular Officer Training Plan should apply. 8 p.

Dental Officer Subsidization Plan

229-63E

Details of allowances, training and Dental Officer Service in the Royal Canadian Dental Corps. 4 p.

The Dietitian is an Important Officer in the Canadian Armed Forces

—

Details of admission requirements, training and promotion. 4 p.

The Way to a Fine Future

—

Details of the Soldier Apprentice Plan. 6 p.

Careers for Men in the Canadian Forces

Terms of service and details of careers in technical and scientific occupations for seamen, soldiers and airmen — admission requirements, benefits, pay and allowances. 8 p.

Nursing in the Canadian Forces Medical Services

—

Career opportunities, life in the services and duties. 8 p.

NATIONAL FILM BOARD OF CANADA

The National Film Board of Canada is the official agency of the Canadian Government, producing and distributing films on matters relating to the interests of Canadians and to the interests they share with other countries throughout the world.

Following catalogues may be obtained, free of charge, from the National Film Board, P.O. Box 6100, Montreal 3, Quebec, or from the Regional Offices located at points across Canada:

Films 1965 National Film Board of Canada, Canadian Edition

Cat. No.

—

A listing of titles, descriptions and prices. Annual.

Canadian Filmstrip Catalogue

—

A listing of titles, descriptions and prices. 1965. Annual.

DEPARTMENT OF NATIONAL HEALTH AND WELFARE

Booklets outline opportunities, training and working conditions in clinics and hospitals operated by federal and provincial governments and the financial assistance arrangements that are available to students in these areas.

Requests for booklets in the section "Scholarships, Grants and Technical Assistance" should be directed to Information Services, Department of National Health and Welfare, Ottawa: other titles are available from provincial health departments. All booklets are free of charge:

	Cat. No.
<i>Employment Opportunities in Mental Hospitals</i>	—
As technicians, nursing assistants, attendants, tradesmen, clerks. 1965. 6 p.	
<i>Opportunities for Registered Nurses in the Mental Health Field</i>	H57-762
<i>Nursing with Medical Services</i>	—
<i>Opportunities for Occupational Therapists in Canada</i>	H57-1065
<i>Opportunities for Occupational Therapy Assistants in the Mental Health Field</i>	—
<i>Opportunities for Physiotherapists in Canada</i>	H57-1760
<i>Opportunities for Speech Therapists and Audiologists in Canada</i>	H54-163
<i>Psychologists — Opportunities in the Mental Health Field</i>	H57-1659
<i>The Brilliant Child, How can he be Helped?</i>	H57-126

Discussion of intellectually and artistically gifted children and how they can be helped to attain their potential. 1965. 6 p.

Scholarships, Grants and Technical Assistance

Post-Graduate Scholarships and Fellowships in Fitness and Amateur Sport —

Programs to encourage research and study in physical education, recreation and allied fields. 1965. 5 p.

Fitness and Amateur Sport in Canada —

To encourage, promote and develop fitness through amateur sport — financial assistance, technical guidance and supply of instructional material. 1965. 14 p.

National Welfare Grants in Canada —

Grants and assistance for training and research open to individuals and groups in the welfare field. 1965. 6 p.

National Welfare Grants 1318
4.64

Reference manual which describes provisions under the General Welfare and Professional Training and Welfare Research Grants, and how provincial and municipal welfare departments, welfare agencies and individuals may make application. 1964. 24 p.

NATIONAL RESEARCH COUNCIL

NRC is a government-owned but self-regulating body which has had a major role in the country's scientific development. The following pamphlet is available, free of charge, from the Employment Office, National Research Council, Ottawa:

National Research Council of Canada

Cat. No.

—

Brief outline of the activities of NRC. 6 p.

DEPARTMENT OF NORTHERN AFFAIRS AND NATURAL RESOURCES

Booklets are designed primarily for those living or planning to work in the Canadian North. They are available, free of charge, from the Education Division, Northern Administration Branch, Department of Northern Affairs and Natural Resources, 400 Laurier Avenue West, Ottawa:

Cat. No.

Apprenticeship – A Guide

—

A study of apprenticeship in Canada, Australia, Germany, India, Japan, New Zealand, South Africa, Sweden, United Kingdom and United States. 1963. 88 p.

Apprenticeship and Occupational Qualification Program, The Northwest Territories

R72-3564

A guide for employers and prospective apprentices. 1964. 11 p.

Vocational Education Opportunities for Residents of the Northwest Territories

R72-3864

Brief survey of courses open to students in the regular school system and to adults seeking training, including, where applicable, financial assistance during the training period. 1964. 14 p.

Teach in Canada's Northland

—

A handbook for prospective teachers which outlines the people, the government and facilities available and the conditions under which they would live and work. 1965. 25 p.

Only One in Ten Thousand Serves in the North

R72-3363

Brief examination of occupational environments and developments in the North. 1963. 16 p.

ROYAL CANADIAN MOUNTED POLICE

The first two titles are primarily recruiting booklets while the others contain general information on the history and duties of the Force.

Booklets are provided free of charge, on a limited basis only, to public and school libraries and to school guidance counsellors, upon request to the Commissioner, R.C.M.P., Attention: Personnel Branch, 1200 Alta Vista Drive, Ottawa 7:

	Cat. No.
<i>A Career in Scarlet with the Royal Canadian Mounted Police</i>	J62-165
Outline of history and duties, together with conditions of service and basic qualifications required of applicants. 1965. 59 p.	
<i>Serve Canada with the Royal Canadian Mounted Police</i>	J62-965
Selection procedure, benefits, training and pay. 1965. 6 p.	
<i>The Royal Canadian Mounted Police</i>	J62-465
Duties of the R.C.M.P. and some of the lesser known aspects of the organization. 1965. 47 p.	
<i>The Royal Canadian Mounted Police Musical Ride</i>	J62-2466
<i>An Historical Outline of the Force</i>	J61-2265

DEPARTMENT OF TRANSPORT

The following booklets, designed to recruit personnel for the Department's special services, are available, free of charge, from the training centre concerned:

The Canadian Coast Guard Officer Cadet Training Plan

Cat. No.

T22-1266

Canadian Coast Guard College, Department of Transport, Point Edward, Sydney, N.S. 1966. 11 p.

Airport Campus

—

Superintendent, Air Services Training School, Department of Transport, Ottawa. 1966.

Meteorology — A Career with a Future in the Atmospheric Sciences

T56-2665

Director of Meteorological Branch, Department of Transport, 315 Bloor Street W., Toronto 5. 1965. 8 p.

Copies of this publication may be obtained from:
Occupational Research Section
Department of Manpower and Immigration
Ottawa

This booklet will be revised at regular intervals to delete titles that are technically obsolescent or out of stock and to include new titles.

AU.212.68.

